

Circuit Court & Records

► Agency Mission

To serve the citizens, legal and business communities of Fairfax County, the City of Fairfax, Towns of Vienna, Herndon and Clifton, as well as provide support to the Circuit Court Judges.

► Trends/Issues

In FY 2002 the Circuit Court will be moving in the direction of electronic filing within a case management redesign. This will be a monumental step in improving the way business is done. Time will be saved and efficiency will be enhanced by combining two legacy systems into a new case management system. In addition, multiple users will be able to view a document at the same time. It is anticipated that parking space shortages will be alleviated at the Public Safety Center due to the ability to file electronically.

In addition, an 'on-line' scheduling of the master docket will be introduced as part of the new case management system.

To further enhance customer service and possible staff timesaving the Docket Control Tracking Program (DCTP) is in the process of being expanded to include the Chancery (divorce and equitable distribution) side of the Court. It was initially implemented to improve service by taking an active role in differentiating law cases and scheduling status and settlement conferences with litigants and judges to concluded cases within one year of filing. The goal of the agency is to reach the voluntary case processing guidelines adopted by the Judicial Council which recommends the disposition of 90 percent of law cases filed within one year. In FY 2001, it is projected that 82 percent of the law cases that are processed through DCTP will be concluded within one year, which exceeds the State average of 75 percent.

In ongoing efforts to improve public service, the agency continues to coordinate the Neutral Case Evaluation (NCE) originally initiated in FY 1993. This program is partially funded by a grant from the Supreme Court. The NCE program utilizes judges and attorneys, along with litigants, in an attempt to settle lawsuits prior to trial by means of mediation and settlement conferences. Currently, over 153 lawyers give their services pro bono, to act as neutral case evaluators to assess points of difference and recommend settlement. In FY 2001, 92 percent of cases that were submitted to the program settled without trial.

The Appearance by Phone program will be expanded to include the status conference appearances. In FY 2000 the Appearance by Phone program was implemented whereby attorneys could participate in motion's hearing from their private office. Again, time is saved, and parking space shortages are alleviated at the Public Safety Center.

Internet access will be implemented for answering the 65,000 jury questionnaires that are sent to the community each year. Our initial projection is that 50 percent would be answered on-line. This process will interact with the present Jury Plus system and data will be downloaded, eliminating the need for a clerk to manually enter the information into the system. These questionnaires initiate many individual questions and the availability to address them on-line will be an added public service.

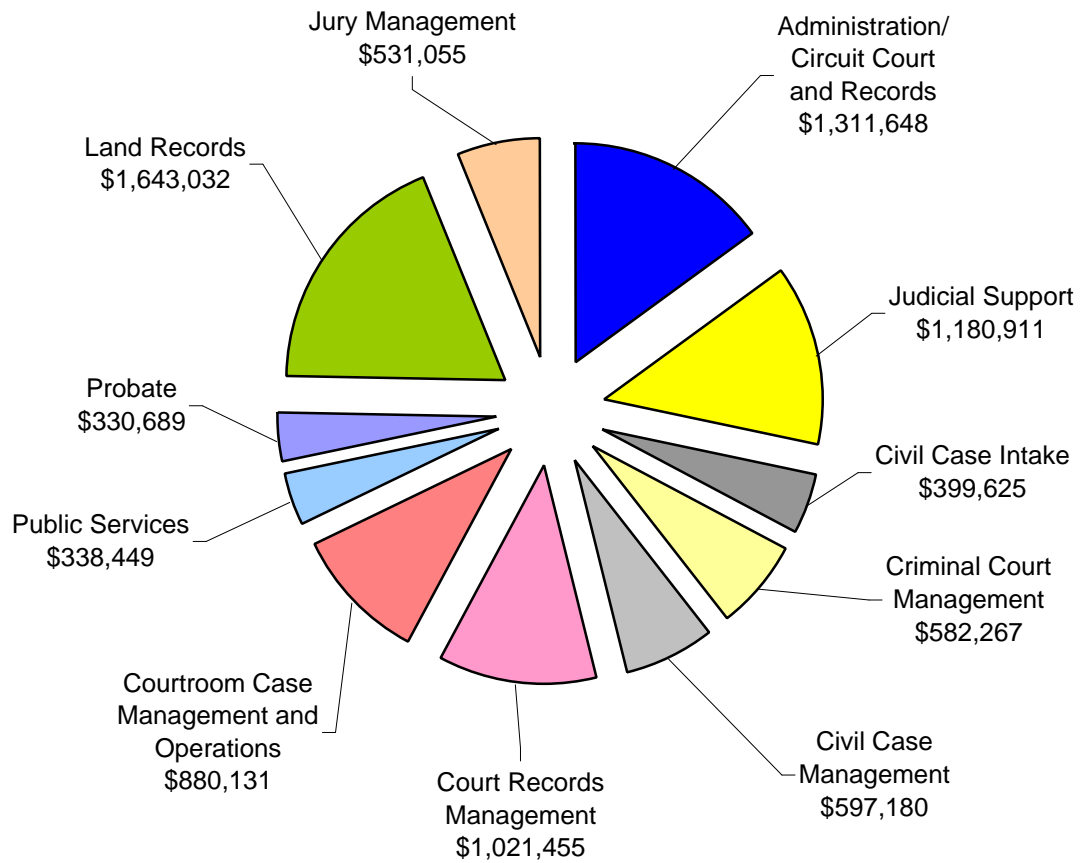
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► Summary of All Agency CAPS

CAPS Number	CAPS Title	CAPS Net Cost	CAPS Number of Positions/SYE
80-01	Administration/Circuit Court and Records	(\$5,043,460)	19/19
80-02	Judicial Support	\$1,180,911	22/22
80-03	Civil Case Intake	\$399,625	9/9
80-04	Criminal Court Management	\$436,926	12/12
80-05	Civil Case Management	\$597,180	12/12
80-06	Court Records Management	\$1,021,455	28/28
80-07	Courtroom Case Management and Operations	\$880,131	17/17
80-08	Public Services	\$338,449	8/8
80-09	Probate	\$330,689	7/7
80-10	Land Records	\$1,605,766	26/26
80-11	Jury Management	\$524,164	2/2
TOTAL Agency		\$2,271,836	162/162

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Total FY 2002 Adopted Budget Expenditures = \$8,816,442

Total FY 2002 Adopted Budget Net Cost = \$2,271,836